

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Executive

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED		ADOPTED	
<u>1200 Town Manager</u>						
Town Manager	1.00	116,558	1.00	116,558	-	-
Assistant Town Manager	1.00	92,546	1.00	92,546	-	-
Executive Secretary	1.00	46,558	1.00	46,558	-	-
Administrative Secretary	1.00	32,860	1.00	32,860	-	-
Telephone/Records - Police Transition		3,000	-	3,000	-	-
Stenographer		-			-	-
Total	4.00	291,522	4.00	291,522	-	-
<u>1210 Information Technology</u>						
Director of Information Technology	1.00	97,675	1.00	97,675		
Systems Development Manager	1.00	73,467	1.00	73,467		
Systems Analyst	1.00	72,799	1.00	72,799		
GIS Project Manager	1.00	50,000	1.00	50,000		
Network Manager	1.00	66,500	1.00	65,000		
Network Administrator	1.00	60,417	1.00	60,417		
Webmaster	1.00	63,472	1.00	64,741		
Database Analyst	1.00	52,829	1.00	53,886		
Technical Project Coordinator	1.00	42,948	1.00	43,807		
Information Systems Technician	2.00	81,531	2.00	83,162		
Programmer/Analyst I Part-time	1.14	61,027	1.14	62,248		
IT/Telecom Coordinator	1.00	34,304	1.00	34,990		
Total	13.14	756,969	13.14	762,192	-	-
TOTAL EXECUTIVE	17.14	1,048,491	17.14	1,053,714	-	-

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Judicial

Position Classification	POSITIONS AND BUDGET			
	CURRENT	PROPOSED	ADOPTED	
Town Attorney		50,562	50,562	
Senior Assistant Town Attorney	1.00	83,616	1.00	85,288
Assistant Town Attorney	1.00	68,794	1.00	70,170
Legal Secretary	1.00	40,606	1.00	41,418
Secretary I Part-time	0.71	16,835	0.71	17,172
Total	3.71	260,413	3.71	264,610
TOTAL JUDICIAL	3.71	260,413	3.71	264,610

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Registrars of Voters

Position Classification	POSITIONS AND BUDGET		
	CURRENT	PROPOSED	ADOPTED
Registrar	35,000	35,000	
Registrars Clerical Asst. PT	20,000	20,000	
Voting Machine Mechanics	2,400	2,400	
Election Workers	22,000	22,000	
Primary Elections	-		
Voting Machine Cert.	-	5,500	-
Total	<u>79,400</u>	<u>84,900</u>	<u>-</u>
TOTAL REGISTRARS OF VOTERS	<u>79,400</u>	<u>84,900</u>	<u>-</u>

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Town Clerk

Position Classification	POSITIONS AND BUDGET			
	CURRENT		PROPOSED	ADOPTED
<u>1600 Town Clerk</u>				
Town Clerk	1.00	73,589	1.00	73,589
Deputy Town Clerk	1.00	45,677	1.00	45,677
Assistant Town Clerk	1.00	32,116	1.00	37,216
Clerk Typist	3.00	71,350	3.00	72,777
Clerk Typist Part-time	1.00	25,715	1.00	26,229
Council Stenographer		10,000		10,000
Records Preservation Grant		12,000		
Total	7.00	270,447	7.00	265,488
			-	-
<u>1610 Records Manager</u>				
Records Manager	1.00	51,550	1.00	51,550
Clerk Part-time		6,825		10,585
Total	1.00	58,375	1.00	62,135
			-	-
TOTAL TOWN CLERK	8.00	328,822	8.00	327,623
			-	-

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Human Resources

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED		ADOPTED	
Director of Human Resources	1.00	97,865	1.00	97,865		
Training/Employee Relations Coord.	1.00	63,066	1.00	63,066		
Personnel Administrator	1.00	40,957	1.00	40,957		
Benefits Administrator	0.85	35,303	0.85	35,303		
Total	3.85	237,191	3.85	237,191	-	-
TOTAL HUMAN RESOURCES	3.85	237,191	3.85	237,191	-	-

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Finance

Position Classification	CURRENT		POSITIONS AND BUDGET PROPOSED		ADOPTED	
<u>1800 Finance Administration</u>						
Director of Finance	1.00	98,234	1.00	98,234		
Risk Manager	1.00	68,874	1.00	68,874		
Secretary III	1.00	38,340	1.00	39,107		
Overtime		-		1,000		
Total	3.00	205,448	3.00	207,215	-	-
<u>1810 Treasury</u>						
Deputy Director of Finance/Treasurer	1.00	79,446	1.00	79,446		
Grants Accountant	1.00	71,453	1.00	72,882		
Payroll Clerk	1.00	47,943	1.00	47,943		
Accounting Clerk	2.00	56,484	2.00	57,614		
Accounts Payable Clerk	1.00	36,271	1.00	36,996		
Total	6.00	291,597	6.00	294,881	-	-
<u>1820 Collector of Revenue</u>						
Collector of Revenue	1.00	66,892	1.00	68,230		
Collector of Delinquent Revenue	1.00	41,617	1.00	-		
Tax Clerk I	1.00	25,271	1.00	25,776		
Tax Clerk II	1.00	28,242	1.00	28,807		
Seasonal Clerical Assistants		-		4,000		-
Total	4.00	162,022	4.00	126,813	-	-
<u>1830 Assessor</u>						
Assessor	1.00	83,616	1.00	85,288		
Deputy Assessor	1.00	44,848	1.00	45,745		
Assessment Aide	1.00	32,688	1.00	33,342		
Assessment Clerk	2.00	58,221	2.00	59,385		
Clerk Typist	1.00	23,783	1.00	24,259		
Total	6.00	243,156	6.00	248,019	-	-
<u>1840 General Services</u>						
Purchasing Assistant	1.00	56,247	1.00	57,372		
Receptionist Part-time	1.00	30,346	1.00	30,953		
Total	2.00	86,593	2.00	88,325	-	-
TOTAL FINANCE	21.00	988,816	21.00	965,253	-	-

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Public Safety

Position Classification	POSITIONS AND BUDGET			
	CURRENT		PROPOSED	ADOPTED
<u>2100 Public Safety</u>				
Chief of Police	1.00	102,555	1.00	102,555
Deputy Police Chief	1.00	92,401	1.00	92,401
Police Captain	1.00	83,402	1.00	83,402
Lieutenant	6.00	409,968	6.00	409,968
Sergeant	10.00	613,184	10.00	613,184
Detective	11.00	627,599	10.00	627,599
Police Officer	67.00	3,422,682	67.00	3,475,182
Animal Control Officer	1.00	49,796	1.00	49,796
Police Aide	1.00	28,243	1.00	28,808
Secretary III	1.00	36,666	1.00	37,399
Clerk Typist	3.00	79,498	3.00	81,088
Dispatcher	14.00	580,653	14.00	598,073
Police Step Increase		40,527		42,000
Dispatcher Overtime		51,082		52,614
Dispatcher Step Increase		3,741		5,500
Part-time Positions		151,427		159,910
Shift Differential		3,250		4,000
Overtime		330,170		375,000
EMT Stipend		25,000		26,000
College Degree Incentive		20,250		23,000
Subject to Call Fee		14,000		14,000
Total	117.00	6,766,094	116.00	6,901,479
				-
<u>2200 Emergency Management</u>				
Part Time/Seasonal		2,000		2,250
TOTAL PUBLIC SAFETY	117.00	6,768,094	116.00	6,903,729
				-

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Public Works

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED		ADOPTED	
<u>3100 Public Works Administration</u>						
Director of Public Works	1.00	94,873	1.00	94,873		
Deputy Director of Public Works	1.00	90,641	1.00	90,641		
Assistant Director of Public Works	1.00	82,633	1.00	82,633		
Secretary III	1.00	28,242	1.00	28,807		
Clerk Typist F/T Shared	0.50	11,892	0.50	12,130		
Temporary Clerk Typist		3,000		3,000		
Overtime		-		-		-
Total	4.50	311,281	4.50	312,084	-	-
<u>3200 Engineering</u>						
Town Engineer	1.00	86,656	1.00	88,389		
Assistant Town Engineer	1.00	71,452	1.00	72,882		
Engineering Technician II	1.00	56,248	1.00	57,373		
Engineering Technician I	1.00	45,607	1.00	46,519		
Clerk Typist	1.00	23,783	1.00	24,259		
Road 2005 Coordinator	1.00	32,076	1.00	32,076		
Overtime		500		500		
Total	6.00	316,322	6.00	321,998	-	-
<u>3300 Building Code Enforcement</u>						
Building Official	1.00	72,212	1.00	73,656		
Assistant Building Official	2.00	124,660	2.00	127,153		
Secretary	1.00	36,507	1.00	37,237		
Construction Inspector P/T		7,500		5,000		
Temporary Clerk		4,000		4,000		
Overtime		5,000		5,000		
Total	4.00	249,879	4.00	252,046	-	-

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Public Works (Cont.)

Position Classification	POSITIONS AND BUDGET		
	CURRENT	PROPOSED	ADOPTED

3400 Building & Grounds Maintenance

Supervisor	1.00	60,810	1.00	62,026		
Assistant Supervisor	1.00	53,969	1.00	55,048		
Equipment Operator II	1.00	48,609	1.00	50,067		
Equipment Operator I	1.00	45,178	1.00	46,533		
Bldg./Grounds Maintainer II	2.00	89,565	2.00	92,252		
Laborer	11.00	449,823	10.00	421,200		
Building Mechanic I	3.00	116,501	3.00	119,995		
Mechanic (Elect.) HVAC Mech.		-	1.00	51,043		
Clerk Typist	0.50	11,892	0.50	12,130		
Couriers Part-time	0.25	4,735	0.50	9,489		
Seasonal Help		30,000		51,500		
Overtime		45,000		77,200		
Total	20.75	956,082	21.00	1,048,483	-	-

3600 Recreation Administration

Recreation Supervisor	1.00	66,132	1.00	67,454		
Assistant Recreation Supervisor	1.00	38,197	1.00	38,961		
Secretary I	1.00	23,783	1.00	24,259		
Program Staff Part-time		49,613		50,934		
Overtime		1,000		1,000		
Total	3.00	178,725	3.00	182,608	-	-

3625 Recreation Programs

Part-time Positions	99,402	97,560
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3630 Recreation Swimming Program

Temporary/Seasonal	81,859	72,661
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**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Public Works (Cont.)

Position Classification	POSITIONS AND BUDGET				ADOPTED
	CURRENT		PROPOSED		
<u>3700 Highway Maintenance</u>					
Highway Superintendent	1.00	66,891	1.00	68,229	
Highway Supervisor	0.50	31,165	0.50	31,789	
Equipment Operator II	4.00	194,440	4.00	200,263	
Equipment Operator I	9.00	406,602	9.00	418,767	
Secretary II	1.00	32,155	1.00	32,798	
Laborer Leaf Collector		36,000		40,000	
Laborer Temporary Summer		7,200		7,200	
Shift Differential		15,000		15,000	
Overtime		210,000		200,000	
Total	15.50	999,453	15.50	1,014,046	-
<u>3800 Equipment Maintenance & Repair</u>					
Fleet Manager	1.00	69,552	1.00	70,943	
Lead Mechanic	2.00	108,536	2.00	111,821	
Mechanic	4.00	198,268	4.00	204,173	
Parts Man/Driver	1.00	45,178	1.00	46,530	
Clerk Typist	0.50	11,892	0.50	12,130	
Couriers Part-time	0.50	12,904	0.50	13,162	
ASE Stipend		2,000		3,000	
Overtime		23,000		25,000	
Shift Differential		7,500		8,000	
Total	9.00	478,830	9.00	494,759	-
<u>3900 Refuse Collection & Disposal</u>					
Solid Waste Superintendent	1.00	74,873	1.00	76,370	
Supervisor	0.50	31,165	0.50	31,789	
Equipment Operator II	2.00	97,220	2.00	100,131	
Equipment Operator I	14.00	632,492	14.00	651,461	
Refuse Collector/Laborer	3.00	130,167	3.00	134,098	
Clerk Typist Part-time	0.50	11,892	0.50	12,130	
Seasonal Help		25,000		20,000	
Shift Differential		41,500		49,000	
Overtime		74,000		80,000	
Total	21.00	1,118,309	21.00	1,154,979	-
TOTAL PUBLIC WORKS	83.75	4,790,142	84.00	4,951,224	-

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Library

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED			
Library Director	1.00	81,485	1.00	81,485		
Assistant Library Director	1.00	66,891	1.00	68,229		
Head of Children/Teen Department	1.00	46,750	1.00	47,685		
Reference Librarian	1.00	48,650	1.00	49,623		
Public Services Librarian	1.00	46,750	1.00	47,685		
Coordinator of Children's Services	1.00	44,008	1.00	45,336		
Children's Librarian	1.00	39,167	1.00	40,331		
Technical Processor	1.00	39,167	1.00	40,331		
Head of Circulation	1.00	39,167	1.00	40,331		
Reference Assistant	1.00	32,360	1.00	35,162		
Branch Librarian	1.00	39,167	1.00	40,331		
Administrative Assistant	1.00	32,360	1.00	35,162		
Library Assistant	6.00	194,160	6.00	200,054		
Library Assistant Part-time	1.66	51,583	1.66	55,348		
Library Pages		53,046		54,756		
Reference Librarian Part-time		33,188		33,188		
Library Services Worker		9,500		9,880		
Shift Differential		11,500		12,000		
Overtime		9,500		10,000		
Pages (add 6 hours/wk)						
Total	19.66	918,399	19.66	946,917	-	-
TOTAL LIBRARY	19.66	918,399	19.66	946,917	-	-

**TOWN OF ENFIELD
ANNUAL BUDGET PERSONNEL DETAIL**

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Function: General Fund
Dept/Agency: Planning & Economic Development

Position Classification	POSITIONS AND BUDGET					
	CURRENT		PROPOSED			
					ADOPTED	
<u>6100 Planning</u>						
Dir. Of Planning & Comm. Dev.	1.00	86,440	1.00	86,440		
Assistant Planner II	1.00	60,810	1.00	62,026		
Assistant Planner I	1.00	49,789	1.00	50,785		
Zoning Enforcement Tech.	1.00	33,000	1.00	33,000		
Clerk Typist	1.00	16,000	1.00	16,320		
Zoning Enforcement Officer	1.00	62,330	1.00	63,577		
Planning Intern		1,000		1,000		
Overtime		1,000		1,000		
Total	6.00	310,369	6.00	314,148	-	-
<u>6200 Planning & Zoning Commission</u>						
Recording Secretary		8,000		8,000		
<u>6300 Zoning Board of Appeals</u>						
Recording Secretary		2,000		2,000		
<u>6510 Inland Wetlands Commission</u>						
Recording Secretary		4,000		5,000		
<u>6600 Community Development</u>						
Community Development Director	1.00	59,511	1.00	59,511		
Community Dev. Proj. Manager	1.00	53,969	1.00	55,048		
Housing Code Inspector	1.00	56,248	1.00	57,373		
Community Dev. Acct. Clerk	1.00	28,242	1.00	28,807		
Overtime		20,000		20,000		
Total	4.00	217,970	4.00	220,739	-	-
<u>6700 Economic Development</u>						
Director of Economic Development	1.00	90,669	1.00	90,669		
Secretary III	1.00	34,990	1.00	35,690		
Intern Part-time		-		-		-
Total	2.00	125,659	2.00	126,359	-	-
TOTAL PLANNING & ECONOMIC DEVELOPMENT	12.00	667,998	12.00	676,246	-	-
TOTAL TOWN	286.11	16,087,766	285.36	16,411,407	-	-